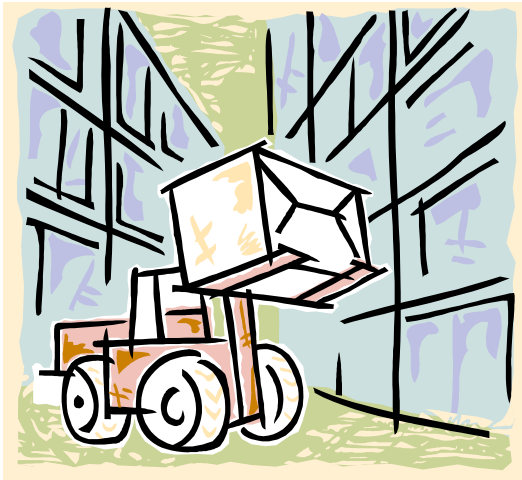


## Data Warehousing



**HCAT Program Review**  
**Park City, UT**  
**July 2004**

# Report Documentation Page

*Form Approved*  
*OMB No. 0704-0188*

Public reporting burden for the collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to a penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

1. REPORT DATE <b>JUL 2004</b>	2. REPORT TYPE	3. DATES COVERED <b>00-00-2004 to 00-00-2004</b>			
4. TITLE AND SUBTITLE <b>Data Warehousing</b>		5a. CONTRACT NUMBER			
		5b. GRANT NUMBER			
		5c. PROGRAM ELEMENT NUMBER			
6. AUTHOR(S)		5d. PROJECT NUMBER			
		5e. TASK NUMBER			
		5f. WORK UNIT NUMBER			
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES) <b>Rowan Technology Group, 1590 S. Milwaukee Ave., Suite 205, Libertyville, IL, 60048</b>		8. PERFORMING ORGANIZATION REPORT NUMBER			
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES)		10. SPONSOR/MONITOR'S ACRONYM(S)			
		11. SPONSOR/MONITOR'S REPORT NUMBER(S)			
12. DISTRIBUTION/AVAILABILITY STATEMENT <b>Approved for public release; distribution unlimited</b>					
13. SUPPLEMENTARY NOTES <b>24th Replacement of Hard Chrome Plating Program Review Meeting, July 20-21, 2004, Park City, UT. Sponsored by SERDP/ESTCP.</b>					
14. ABSTRACT					
15. SUBJECT TERMS					
16. SECURITY CLASSIFICATION OF:			17. LIMITATION OF ABSTRACT <b>Same as Report (SAR)</b>	18. NUMBER OF PAGES <b>18</b>	19a. NAME OF RESPONSIBLE PERSON
a. REPORT <b>unclassified</b>	b. ABSTRACT <b>unclassified</b>	c. THIS PAGE <b>unclassified</b>			

# The Web Site

Address: <http://www.hcat.org/>

**www.hcat.org**

**HCAT**  
SPONSORED BY ESTCP \* JD-PP \* PEWG  
HARD CHROME ALTERNATIVES TEAM

Click here to check out our new collaboration website

Click here for information on July 2004 HCAT meeting including agenda and registration

- **HCAT Member Workspace** - This site contains detailed information on all HCAT projects, data, reports and meetings
- **About HCAT** - Team objectives, members, background
- **Reports, Publications & Presentations, Joint Test Protocols**
- **Aircraft Systems Being Validated** - Landing gear, gas turbine engines, propeller hubs, hydraulics, helicopter rotor heads
- **Related Web Sites** - Other sources of Hard Chrome information
- **Contact HCAT**
- **HCAT Team Members** - Names and contact information of HCAT team members

Updated June 30, 2004

**To reach the data warehouse you click HERE or HERE Goes to www.materialoptions.com**

# HCAT data site - [www.materialontology.com](http://www.materialontology.com)

**Username:**  
hcat@hcat.org

**Password:**  
hello.hcat

**Some people have their own usernames with more extensive rights**

rowanweb - Microsoft Internet Explorer

http://192.168.1.192/w2g/cg/kmcgl.exe?O=GRP000000001&V=0

Username:  Password:

Click on any link below and log in when the login box appears.

For instructions on using this site click here.

If you want to go directly to the data folders click on the [Projects and Partners](#) link below.

For information about common problems and error messages click here.

This data in the passworded sections of this site are intended to be widely accessible to the aerospace community. If you need a Username and Password to access the data on this site please contact [klegg@rowantechology.com](mailto:klegg@rowantechology.com) or call (847) 680-9420.

**The Projects**

- Hydraulic Actuators
- GTEs
- C-HCAT
- AFRL-NLOS
- ESD
- ID Plasma Spray
- Nanograin Electroplate

**Technical Information**

- HVOF Information and Data
- HCAT Calendar
- Meetings

Type	Name	Size	Modified	Version
Folder	HCAT Papers, Presentations, Publications	10 Ob.	2004/01/30 17:39	
Folder	<b>HCAT Reports and Test Protocols</b>	11 Ob.	2004/06/30 15:49	
Folder	<b>News and Next HCAT Meeting</b>	2 Ob.	2004/06/08 13:57	
Folder	Temporary Data Sharing - anonymous users			
Folder	Canada Meeting Aug 12 2003	6 Ob.	2003/09/15 14:46	
File	Accessing the HCAT web site.doc	28.5 Kb	2003/08/14 18:50	1
File	Problems and error messages	6.93 Kb	2003/07/08 17:50	
File	Prnjects and Partners	301 Bytes	2004/01/21 15:24	

**Si vous etes Francais et vous voulez changer la langue, cliquez ici!!**

**HELP!!**  
Instructions on doing the most common tasks

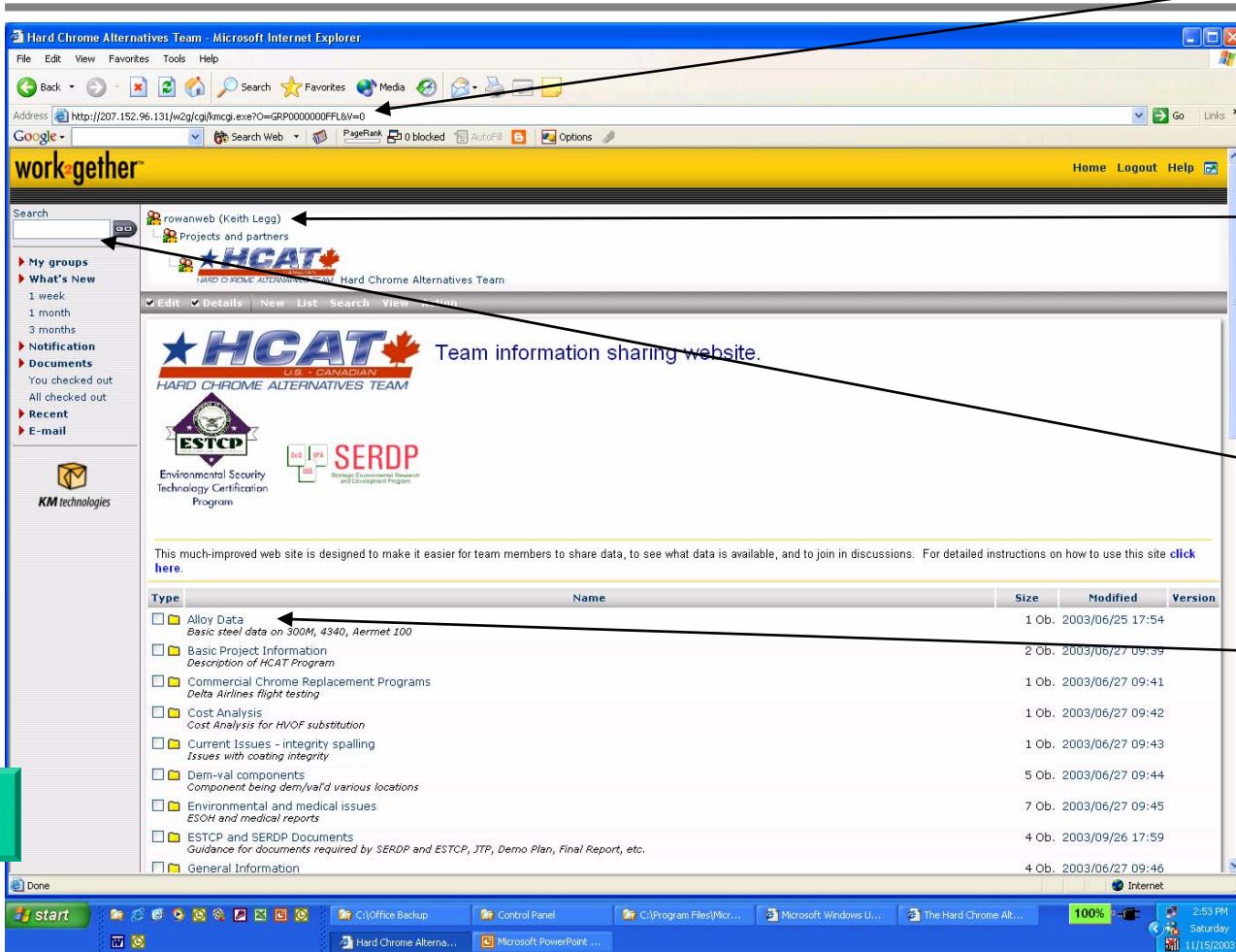
**HCAT main page**

**Words are links to the most-used areas**

**New: Reports and JTPs Open to public**

**Place to share Info if having Password problems**

# What You See Is Sometimes What You Get



**URL you can copy and send in e-mail**

**Username – if “anonymous” log in again**

**Seek and ye shall find**

**Folders filled with good stuff! Note descriptions**

# Where is the most important stuff?

Hard Chrome Alternatives Team - Microsoft Internet Explorer

Address: http://207.152.96.131/w2g/cg/!mcgi.exe?O=GRP0000000FFL&W=0

Folder/Item	Last Modified
<b>HVOF Info and Data</b>	5 Ob. 2003/06/27 14:52
<b>Meetings - HCAT program review</b>	21 Ob. 2003/08/01 17:29
Meetings - other	11 Ob. 2003/10/28 18:39
Memo pictures and graphics	1 Ob. 2003/06/27 09:51
Papers & presentations outside HCAT	10 Ob. 2003/07/27 14:07
Pictures & graphics	13 Ob. 2003/06/27 10:00
<b>Reports</b>	4 Ob. 2003/11/14 12:32
Specs and Standards	7 Ob. 2003/06/27 10:02
Sub-projects	5 Ob. 2003/07/17 18:53
Team Members	1 Ob. 2003/08/04 16:57
Temporary file sharing	1 Ob. 2003/11/11 14:05
AFRL Non-line-of-sight (NLOS)	5 Ob. 2003/07/27 11:34
<b>Cadmium Alternatives</b>	2 Ob. 2003/09/08 11:34
Canadian HCAT	14 Ob. 2003/09/24 19:59
Documents in Process	5 Ob. 2003/06/25 16:27
ESD - Electrosark Deposition for Repair - PEWG-HCAT	12 Ob. 2003/11/10 11:50
HCAT GTEs	3 Ob. 2003/08/21 17:30
HCAT Hydraulic Actuators	4 Ob. 2003/10/31 16:19
HCAT Landing Gear	4 Ob. 2003/06/25 15:49
HCAT Propeller Hubs	2 Ob. 2003/06/25 16:04
Process Mapping	4 Ob. 2003/07/17 18:26
SERDP 1147 - Electrosark Deposition for ID chrome replacement	12 Ob. 2003/07/18 11:24
SERDP 1151 - ID Plasma spray	14 Ob. 2003/06/27 10:37
SERDP 1152 - Nanograin electroplate	12 Ob. 2003/09/22 18:18

**All the primary HVOF data**

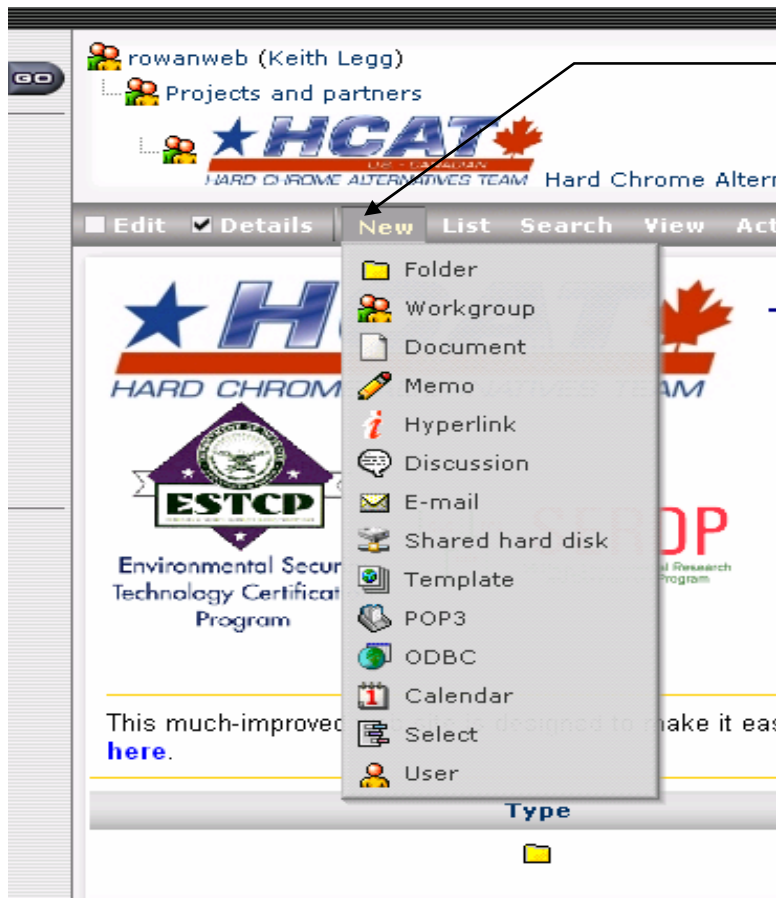
**These meetings**

**Reports on landing gear, prop hubs, etc.**

**Info on Cd**

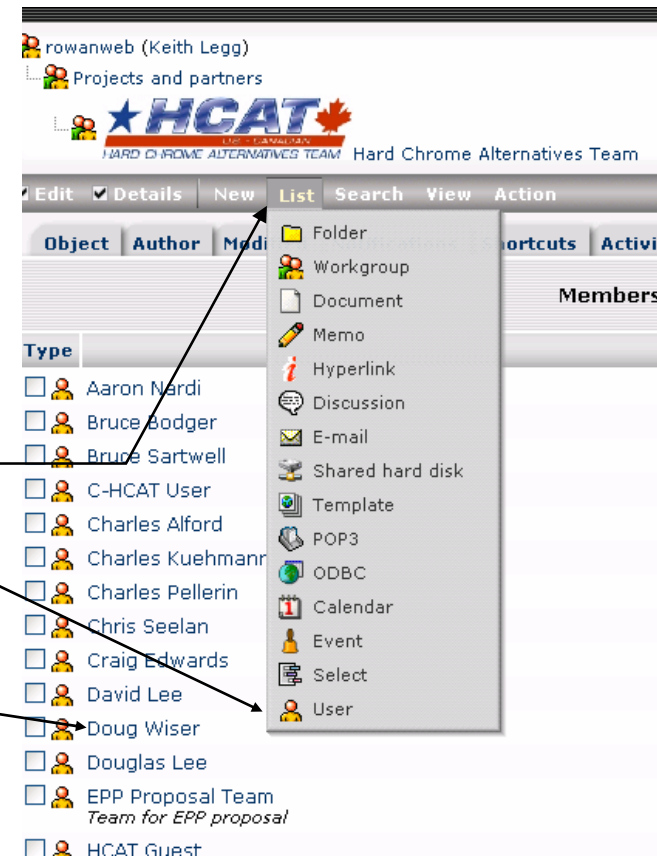
**Specific projects**

# What's on the menu?



**New folders, files, links, etc.**

**List users and click name to e-mail**



# Downloading files

1. Move cursor up and down
2. Each file area turns yellow as you cross it
3. Right-click yellow area rather than filename
  - For most files right-clicking filename works, but not all
4. Click Save
5. Follow the instructions















**Left-click filename if you want to view online rather than download**

The screenshot shows a web browser window displaying a file management interface. The file list contains the following items:

Type	Name	Size	Modified	Version
PDF	Alford HVOF PEWG PRESENTATION 4.pdf	441.2 Kb	2003/12/22 10:26	1
PDF	Aylor ESD Meeting Nov 2003.pdf	3.23 Mb	2003/12/17 11:53	1
PDF	Beardsley Caterpillar hydraulic coatings.pdf	1.5 Mb	2004/03/24 09:12	1
PDF	Benaben HCAT Tech2.pdf	641.75 Kb	2003/12/22 10:26	1
PDF	bretzFATIGUEscape.pdf	1.58 Mb	2004/03/24 09:13	1
PDF	Deveraux - 1. HCAT Nov 2003 KSC.pdf	3.63 Mb	2003/12/22 10:46	1
PDF	Deveraux - 2. HCAT Nov 2003 KSC Grinding Spec.pdf	265.88 Kb	2003/12/22 10:46	1
PDF	Deveraux - 3. P-3 SLAP HVOF MLG Piston Final Report	13.56 kb	2004/03/24 09:13	1
PDF	Deveraux - 4. P-3 NAVAIR HVOF APPROVAL LETTER.pdf	80.97 kb	2003/12/22 10:50	1
PDF	Edwards Hill bend testing.pdf	1.81 Mb	2003/12/17 09:08	1
PDF	Garcia HCAT HVOF - November 2003.pdf	882.44 Kb	2003/12/17 11:54	1
PDF	Gebel Inovati-KM_V1.pdf	9.4 Mb	2004/03/24 09:13	1
PDF	Gonzalez Hcat15 CapeCanaveral Nov03.pdf	2.43 Mb	2004/03/24 09:14	1
PDF	Grendahl AFOSR HCAT 18 Nov 03.pdf	3.77 Mb	2003/12/17 11:57	1
PDF	Grendahl AFRL HCAT 18 Nov 03.pdf	2.79 Mb	2003/12/17 11:58	1
PDF	Ham-Sund-Prop-Update_Nardi	1.65 Mb	2003/12/01 07:55	1
PDF	Update of testing performed for the Propeller Hub Chrome Plate Replacement Testing			
PDF	HCAT carbon seals 111503 - Schell.pdf	404.62 kb	2003/12/01 16:36	1
PDF	JACOBS - HCAT 11-03 FL FINAL REVISION.pdf	1.54 Mb	2003/12/22 10:50	1
PDF	Legg Cr and Cd replacement options.pdf	2.2 Mb	2003/12/17 12:00	1
PDF	Legg - Heroux Producibility Studies.pdf	178.26 kb	2003/12/22 10:29	1
PDF	Legg ID Plasma Spray coatings.pdf	882.1 kb	2003/12/22 10:30	1
PDF	Legg - Web site update.pdf	1.08 Mb	2003/12/22 10:30	1
PDF	Legoux, Legg ID Orlando Nov 03.pdf	1.62 Mb	2003/12/22 10:31	1
PDF	Legoux Process Mapping Studies final.pdf	621.41 kb	2003/12/17 12:06	1
PDF	Moorman HCAT NAVAIR Update Nov 2003.pdf	2.09 Mb	2003/12/22 10:32	1
PPT	Moorman HCAT NAVAIR Update Nov 2003.ppt	1.25 Mb	2004/06/30 15:04	1
PDF	Nardi Hamilton Sundstrand Prop Hub summary.pdf	1.65 Mb	2003/12/17 12:07	1
PDF	Negre ECOCHROM HCAT MEETING presentation.pdf	1.82 Mb	2003/12/17 12:07	1
PDF	Panza Giosa HCAT_03-11-17.pdf	2.07 Mb	2004/03/24 09:15	1
PDF	Peterson 3M finishing.pdf	741.97 kb	2003/12/17 12:08	1
PDF	Pollard Army TWG Brief 11-17-03.pdf	213.28 kb	2003/12/22 10:33	1
PDF	Price HCAT Nov 19.pdf	3.81 Mb	2003/12/17 12:09	1

# What about Zip files?

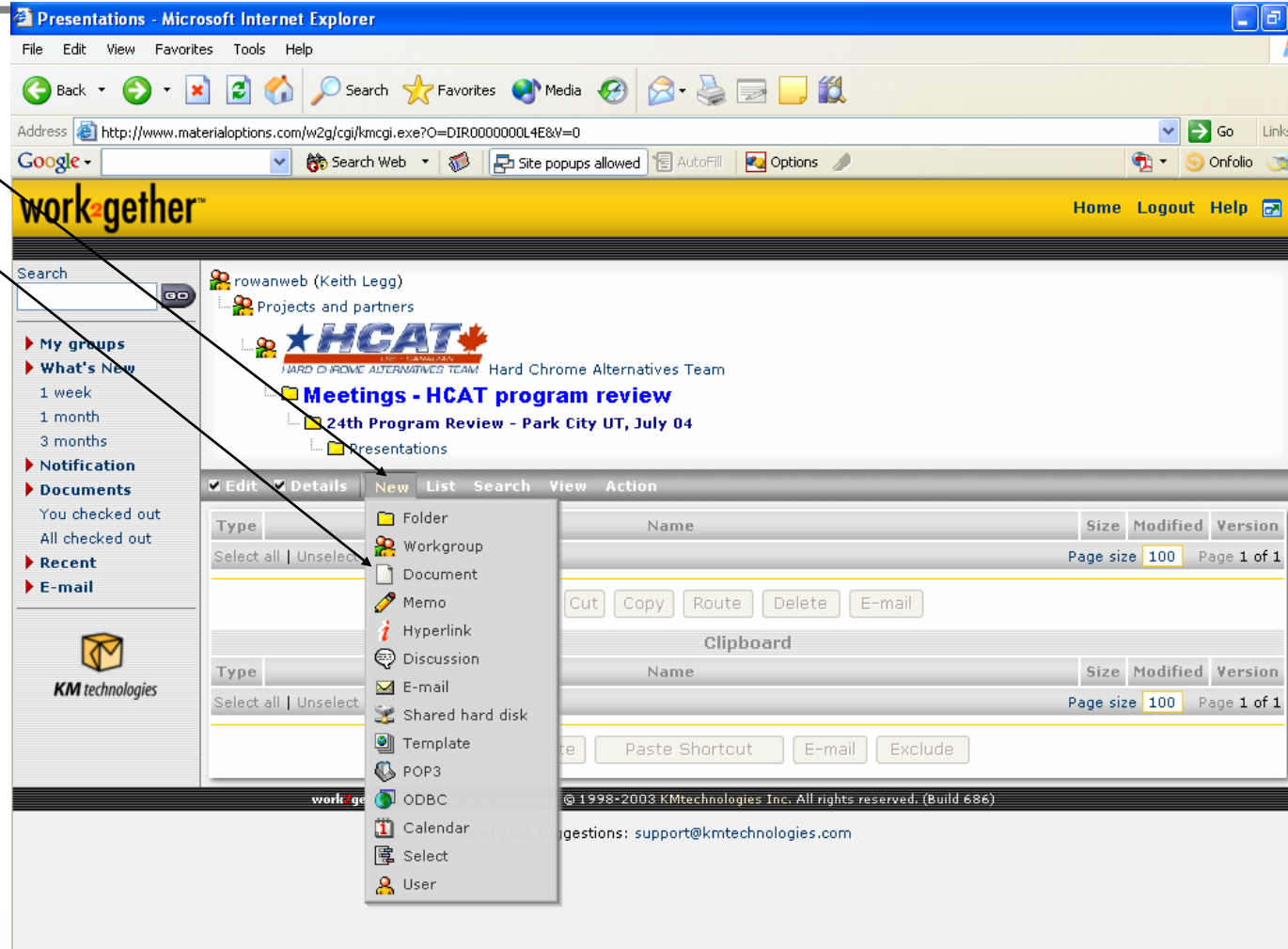
- **Some files are zipped – e.g. all the briefings from the meeting**
- **Left-click to see the enclosed files and download them in usual way**
- **But you can't download a zip by right-clicking the filename, only by right-clicking in the yellow area**

<input type="checkbox"/>	 Sauer John GTE Wear Testing KSC Nov 2003.pdf	1.38 Mb	2003/12/22 10:35	1	
<input type="checkbox"/>	 Schell GTE carbon seals 111503.pdf	404.62 Kb	2003/12/17 12:10	1	
<input type="checkbox"/>	 Schmidt C-HCAT Review Toronto 18 November 2003-rev1.pdf	1.08 Mb	2003/12/17 12:10	1	
<input type="checkbox"/>	 Schmidt Messier Dowty 057r1-03.pdf	1.6 Mb	2003/12/17 12:11	1	
<input type="checkbox"/>	 Taube HVOF PEWG PRESENTATION 4.pdf	441.2 Kb	2003/12/22 10:36	1	
<input type="checkbox"/>	 Taube HVOF PEWG PRESENTATION 4.pdf	441.2 Kb	2003/12/22 10:46	1	
<input type="checkbox"/>	 Zipped Presentations - KSC November 2003 <i>Presentations can be downloaded individually from the zip file, or the entire ZIP file can be downloaded by right-clicking in the empty area to the right of the file name and clicking Save</i>	245.24 Mb	2003/12/22 10:20	1	

Select all | Unselect all Objects: 49 (1...49) of 49 Page size 100 Page 1 of 1

# Uploading files

- Click New on menu
- Click Document on drop-down



Presentations - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://www.materialoptions.com/w2g/cgi/kmcgi.exe?O=DIR0000000L4E&V=0>

work2gether™ Home Logout Help

Search

rowanweb (Keith Legg)

- Projects and partners
  - HCAT
    - Meetings - HCAT program review
      - 24th Program Review - Park City UT, July 04
        - Presentations

✓ Edit ✓ Details **New** List Search View Action

Type Select all | Unselect

- Folder
- Workgroup
- Document
- Memo
- Hyperlink
- Discussion
- E-mail
- Shared hard disk
- Template
- POP3
- ODBC
- Calendar
- Select
- User

Name	Size	Modified	Version
Page size 100 Page 1 of 1			

Cut Copy Route Delete E-mail

Clipboard

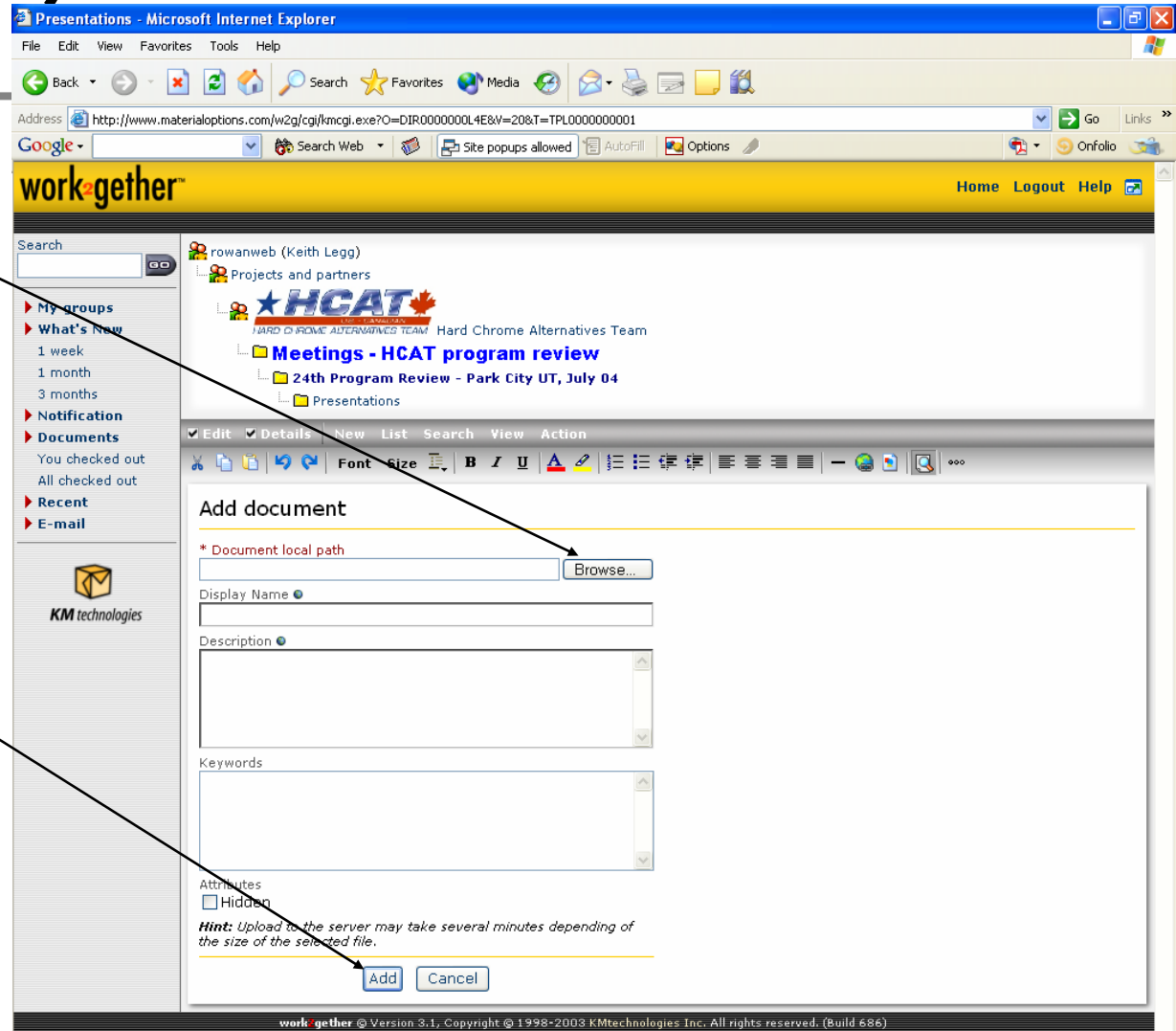
Name	Size	Modified	Version
Page size 100 Page 1 of 1			

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support@kmtechnologies.com

# Uploading (cont)

- Browse for filename on your machine
- Give it a Display Name (or leave blank and it will give it your filename)
- Add some descriptive comments if you feel it will help
- Click Add and wait for this screen to disappear and update the Document list



# Uploading a new version (Licking the Clock)

- ❑ This is the only time most folks will ever need to click the little lock icon
- ❑ Click the lock icon  on the far right

<input type="checkbox"/>		Deveraux - 3. P-3 SLAP HVOF MLG Piston Final Report.pdf	13.56 Kb	2004/03/24 09:13	1	
<input type="checkbox"/>		Deveraux - 4. P-3 NAVAIR HVOF APPROVAL LETTER.pdf	80.97 Kb	2003/12/22 10:50	1	
<input type="checkbox"/>		Edwards Hill bend testing.pdf	1.81 Mb	2003/12/17 09:08	1	
<input type="checkbox"/>		Garcia HCAT HVOF - November 2003.pdf	882.44 Kb	2003/12/17 11:54	1	

- ❑ It will turn into a little key icon  and will ask if you want to download (just cancel)

<input type="checkbox"/>		Deveraux - 3. P-3 SLAP HVOF MLG Piston Final Report.pdf	13.56 Kb	2004/03/24 09:13	1	
<input type="checkbox"/>		Deveraux - 4. P-3 NAVAIR HVOF APPROVAL LETTER.pdf	80.97 Kb	2003/12/22 10:50	1	
<input type="checkbox"/>		Edwards Hill bend testing.pdf	1.81 Mb	2003/12/17 09:08	1	

- ❑ Click the key, browse for the new version of the file and click Save. It uploads with Version # 2

# Changing your password

- ❑ Individual password users all had an initial password
- ❑ To change it click your name
- ❑ This brings up your profile where you can change all sorts of stuff

The screenshot shows a web browser window displaying the HCAT (Hard Chrome Alternatives Team) website. At the top, there is a yellow header with the HCAT logo. Below the header, the user's name 'rowanweb (Keith Legg)' is visible, along with a navigation menu including 'Projects and partners'. The main content area features the HCAT logo and the text 'U.S. - CANADIAN HARD CHROME ALTERNATIVES TEAM'. Below this, there are logos for ESTCP (Environmental Security Technology Certification Program) and SERDP (Strategic Environmental Research and Development Program). A section titled 'Team information sharing' is partially visible. A text block states: 'This much-improved web site is designed to make it easier for team members to share data, to see discussions. For detailed instructions on how to use this site [click here](#).' At the bottom, there is a table with columns 'Type' and 'Name'.

Type	Name
<input type="checkbox"/> Alloy Data	Basic steel data on 300M, 4340, Aermet 100
<input type="checkbox"/> Basic Project Information	Description of HCAT Program
<input type="checkbox"/> Commercial Chrome Replacement Programs	Delta Airlines flight testing

# Your profile

Password

Preferred language for menus

rowanweb (Keith Legg)  
Projects and partners

**HCAT**  
HARD CHROME ALTERNATIVES TEAM Hard Chrome Alternatives Team

Search [ ] GO

- My groups
- What's New
  - 1 week
  - 1 month
  - 3 months
- Notification
- Documents
  - You checked out
  - All checked out
- Recent
- E-mail

KM technologies

**User** Preferences Profile Modified Activity Members

\* Username  
KLEGG

\* Password  
[ ]

\* Confirm password  
[ ]

\* Language  
English

\* Expiration (yyyy/mm/dd)  
2020 / 06 / 15

Attributes  
 Reader  
 Disabled

\* IP Mask  
XXX.XXX.XXX.XXX

\* Full name  
Keith Legg

\* E-mail  
klegg@rowantechnology.com

Default group  
[ ]

Clear

Company  
Rowan Technology Group

Web site  
http://rowantechnology.com

Phone  
847.680.9420

Mobile  
847.219.9868

Fax  
847.680.9682

Description  
Project Administrator

Signature  
[ ]

Done

# Known issues

---

- ❑ **New Navy System seems to be demanding username and password again, then bumping people back to the opening page whenever they try to download**
  - **For most folks, putting [www.materialoptions.com](http://www.materialoptions.com) on the list of trusted sites will solve this**
  - **But not for the NNS – it is an issue with security and has to be sorted out with local gurus**
  - **We have used temporary file transfer to non-passworded area to solve this, but a pain for everyone**

# Just click the link and.....



**No, it's not OK,  
dammit Gates!!**

- ❑ **Actually the usual rule is "if you can see it you have rights to it"**
  - **Just enter username and password again**
  - **We have just figured this one out and will be modifying links to avoid it in future**
- ❑ **Also, when you use the back arrow to get back you often get a Gatesian "page expired" message**
  - **Just click the arrow again**

# New non-passworded section for unlimited distribution reports

- ❑ JTRs
- ❑ Final reports
- ❑ Landing Gear (Canadian and US), Prop Hubs, GTEs
- ❑ JSF reports (unlimited), Rowan
- ❑ DARPA pre-HCAT
- ❑ ID program reports
- ❑ JTPs
  - Landing gear, Prop Hubs, Actuators, GTEs, ESD



HCAT Reports and Test Protocols - Microsoft Internet Explorer

Address: http://192.168.1.192/w2g/cg/kmcgi.exe?O=DIR00000001W8&V=0

work-gether

rowanweb (Keith Legg)

HCAT Reports and Test Protocols

My groups  
What's New  
1 week  
1 month  
3 months  
Notification  
Documents  
You checked out  
All checked out  
Recent  
E-mail

KM technologies

To view the contents of a folder click on the folder name  
To view the contents of a file in your browser, click on the file name  
To download a file right-click on the filename and choose Save Target As (or right-click just to the right of the filename) and choose Save  
Some reports are in the form of zip files that contain several files and these work a little differently:

- You can download individually each file that is within the zip file by left-clicking the zip filename to view the fileset and then saving each file as above
- For a zip file right-clicking on the filename does not let you save the zip file itself. To download the zip file itself you must right-click just to the right of the filename (when you move your mouse over this area your cursor changes from a pointing hand to an arrow and the filename area changes to a light yellow). This brings up a menu. Choose Save.

If you have problems please call (847) 680-9420 and speak to Lila, or e-mail lsolnick@rowantechology.com

Type	Name	Size	Modified	Version
Folder	Chrome Replacement on Internal Diameters <i>Reports of projects to replace ID hard chrome</i>	1 Ob.	2004/06/09 18:16	
Folder	DARPA pre-HCAT project <i>The HCAT program grew out of this evaluation of chrome replacement options. Report includes HVOF, PVD, Laser Cladding, and methods for reducing chrome tank emissions.</i>	1 Ob.	2004/03/25 11:51	
Folder	Gas Turbine Engine Report - HCAT <i>Validation of Thermal Spray Coatings for Hard Chrome Replacement in Gas Turbine Engines.</i>	1 Ob.	2004/06/09 18:17	
Folder	JSF Reports on Cr and Cd alternatives - Rowan <i>Rowan Technology Group Reports for the Joint Strike Fighter IPT. Cover Cr alternatives, Cd alternatives, Repair methods</i>	5 Ob.	2004/02/24 10:41	
Folder	Landing Gear Reports - HCAT, C-HCAT <i>HCAT and Canadian HCAT reports, including Joint Test Reports, Cost and Performance Reports, Final Program Reports</i>	6 Ob.	2004/06/09 18:15	
Folder	NRL Official Reports for Reference - Naval Research Lab <i>These reports are available from the Government Printing Office and can be referenced by their report numbers.</i>	2 Ob.	2004/06/09 18:17	
Folder	Propeller Hub Reports - HCAT <i>Joint Test Report, Cost and Performance Report, Final Report</i>	4 Ob.	2004/06/09 18:18	
Folder	Test Protocols	5 Ob.	2004/06/30 17:10	
Folder	HCAT Reports Header <i>Header for public HCAT Reports folder</i>	3.2 kb	2004/06/15 10:43	
File	http://www.hcat.org <i>Return to HCAT main page</i>	198 Bytes	2004/01/21 10:01	
File	http://www.materialoptions.com/w2g/cg/kmcgi.exe?O=GRP0000000FFL&V=0 <i>Hard Chrome Alternatives Team (HCAT) - Data and information on Cr and Cd alternatives (HVOF, Electrospark Deposition, nano Co-P electroplate, etc.)</i>	517 Bytes	2004/06/09 18:19	

Select all | Unselect all      Objects: 11 (1...11) of 11    Page size 100    Page 1 of 1

Cut Copy Paste Route Delete E-mail

Clipboard

Type	Name	Size	Modified	Version
Select all   Unselect all				

Paste Paste Shortcut E-mail Exclude

Done      Internet

# HVOF Info and Data

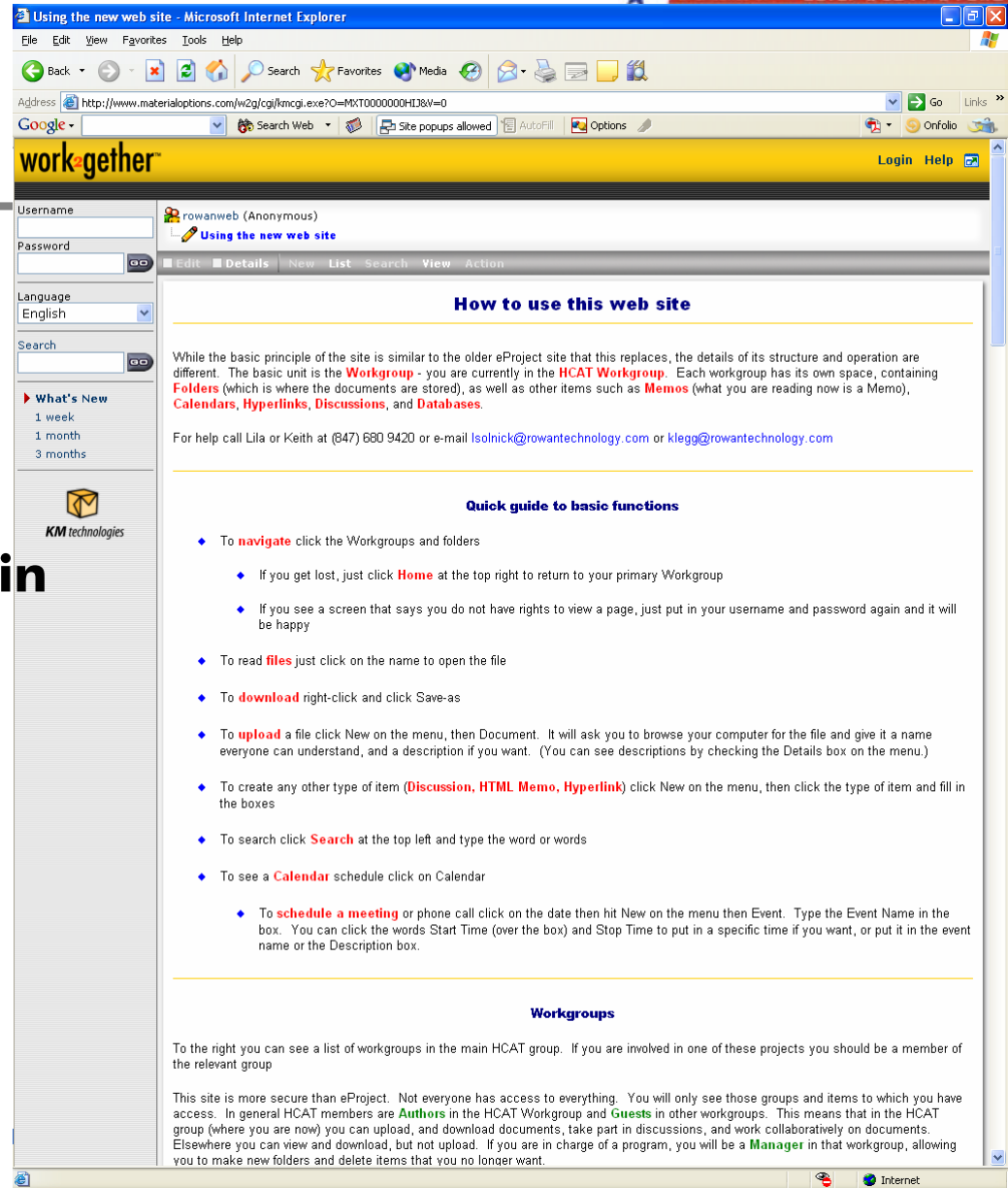
This is where most of the established data is stored

The screenshot shows a web browser window titled "HVOF Info and Data - Microsoft Internet Explorer". The address bar shows a URL: http://192.168.1.192/jw2g/cgi/kmcgi.exe?O=DIR0000000FGW&V=0. The page header includes the "work2gether" logo and navigation links for Home, Logout, and Help. A search bar is present on the left. The main content area displays a tree view with "rowanweb (Keith Legg)" and "Projects and partners" containing the "HCAT" logo and "HVOF Info and Data" folder. Below this is a table listing data items:

Type	Name	Size	Modified	Version
<input type="checkbox"/> Folder	Coating production <i>Methods of coating production, optimization. Optimization data from coating development at vendors and bases.</i>	4 Ob.	2003/07/01 16:20	
<input type="checkbox"/> Folder	NDI	2 Ob.	2003/07/16 15:37	
<input type="checkbox"/> Folder	Properties and performance <i>Corrosion, wear, fatigue, embrittlement, impact, metallography, etc.</i>	9 Ob.	2003/07/02 19:31	
<input type="checkbox"/> Folder	Rig & Flight tests	7 Ob.	2003/11/26 15:17	
<input type="checkbox"/> Folder	Spalling and integrity <i>Data on Spalling and Coating Integrity - i.e. failure of coatings at high cyclic load</i>	10 Ob.	2003/09/26 10:23	

Below the table are buttons for Cut, Copy, Route, Delete, and E-mail. A "Clipboard" section is also visible with buttons for Paste, Paste Shortcut, E-mail, and Exclude. The footer of the application reads: "work2gether © Version 3.1, Copyright © 1998-2003 KMtechnologies Inc. All rights reserved. (Build 686)".

# HELP!!!



Using the new web site - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://www.materialoptions.com/w2g/cg/kmcgi.exe?O=MX1000000HJ3&W=0>

work2gether™ Login Help

Username: rowanweb (Anonymous)  
Password: [input]  
Language: English  
Search: [input]

### How to use this web site

While the basic principle of the site is similar to the older eProject site that this replaces, the details of its structure and operation are different. The basic unit is the **Workgroup** - you are currently in the **HCAT Workgroup**. Each workgroup has its own space, containing **Folders** (which is where the documents are stored), as well as other items such as **Memos** (what you are reading now is a Memo), **Calendars**, **Hyperlinks**, **Discussions**, and **Databases**.

For help call Lila or Keith at (847) 680 9420 or e-mail [lsolnick@rowantechnology.com](mailto:lsolnick@rowantechnology.com) or [klegg@rowantechnology.com](mailto:klegg@rowantechnology.com)

#### Quick guide to basic functions

- ◆ To **navigate** click the Workgroups and folders
  - ◆ If you get lost, just click **Home** at the top right to return to your primary Workgroup
  - ◆ If you see a screen that says you do not have rights to view a page, just put in your username and password again and it will be happy
- ◆ To read **files** just click on the name to open the file
- ◆ To **download** right-click and click Save-as
- ◆ To **upload** a file click New on the menu, then Document. It will ask you to browse your computer for the file and give it a name everyone can understand, and a description if you want. (You can see descriptions by checking the Details box on the menu.)
- ◆ To create any other type of item (**Discussion**, **HTML Memo**, **Hyperlink**) click New on the menu, then click the type of item and fill in the boxes
- ◆ To search click **Search** at the top left and type the word or words
- ◆ To see a **Calendar** schedule click on Calendar
  - ◆ To **schedule a meeting** or phone call click on the date then hit New on the menu then Event. Type the Event Name in the box. You can click the words Start Time (over the box) and Stop Time to put in a specific time if you want, or put it in the event name or the Description box.

#### Workgroups

To the right you can see a list of workgroups in the main HCAT group. If you are involved in one of these projects you should be a member of the relevant group

This site is more secure than eProject. Not everyone has access to everything. You will only see those groups and items to which you have access. In general HCAT members are **Authors** in the HCAT Workgroup and **Guests** in other workgroups. This means that in the HCAT group (where you are now) you can upload, and download documents, take part in discussions, and work collaboratively on documents. Elsewhere you can view and download, but not upload. If you are in charge of a program, you will be a **Manager** in that workgroup, allowing you to make new folders and delete items that you no longer want.

## How to do it By Baron Victor von Frankenstein

